

**MINUTE BOOK XXVII PAGES 89-94**

**JOINT MEETING OF THE TOWN OF TROUTMAN TOWN COUNCIL AND  
PLANNING AND ZONING BOARD  
JULY 23, 2018**

A Joint Meeting of the Town of Troutman Town Council and Planning and Zoning Board was held in the Troutman Town Hall, 400 North Eastway Drive, North Carolina on Monday, July 23, 2018 at 6:00 p.m.

Council Members Present: Paul Henkel, James Troutman, Judy Jablonski, Paul Bryant  
Council Members Absent: Mayor Teross Young, Sally Williams

Planning Board Members Present: Chairman Layton Getsinger, Randy Farmer, Kenneth Reid,  
George Harris, Karen VanVliet, Mark Taylor, Barry General-Alternate  
Planning Board Members Absent: Louis Weeks

Staff Present: Town Manager, Justin E. Longino; Town Clerk, Kimberly H. Davis; Planning  
Director, Erika G. Martin; Richard Ignoffo, Town Intern

Press Present: Mike Fuhrman, SVL Free News  
Chloe Moores, Statesville Record & Landmark

(Sign-In Sheets attached)

**ITEM 1. CALL TO ORDER**

Mayor Pro Tempore W. Paul Henkel and Planning and Zoning Board Chairman Layton Getsinger  
Called to Order their perspective Boards

**ITEM 2: REVIEW OF PROPOSED COMPREHENSIVE UPDATES TO THE UNIFIED  
DEVELOPMENT ORDINANCE (UDO)**

The Unified Development Ordinance (UDO) Consultant, Craig Lewis with Stantec Consulting  
Firm, stated that the purpose of the joint meeting is to allow Council and Board members to ask  
questions and voice comments or concerns regarding the UDO updates/changes.

Planning and Zoning Board Chairman Layton Getsinger stated that there are forms available for  
the purpose of public comments and questions and they are to be left in the public comment box  
at the back of the room. No public comments will be heard during the meeting due the intensity  
of the question and answer session. Public concerns will be forwarded to the UDO taskforce for  
consideration to be included in the UDO. A public hearing will be held prior to Town Council's  
final approval of the UDO. The draft UDO is available on the Town's website where comments  
can also be posted.

***Questions (Q) Comments (C) Responses (R)***

***➤ Corrections/changes to be made resulting from this meeting.***

***Districts: Rural Preservation (RP); Suburban Residential (RS); Town Residential (RT); Mixed Residential (RM); Manufactured Home Park (RMH); Office & Institutional (OI); Neighborhood Center (NC); Central Business (CB) Highway Business (HB); Industrial (I).***

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Q - Why was the fence height for daycare centers reduced from 6' to 4', and why if adjacent to playgrounds and parks is the provision exempt? Children need protecting whether the daycare is next to a park or not.

R - Mr. Lewis stated that 4' fence height is a reflection of the minimum standard from the state, and when day care centers are adjacent to playgrounds and parks, the point is to not create a wall inside a park that will discourage use of the facility.

➤ Exemption to be removed.

Q - Questioned the broadness in allowing walls, fences, antenna's, mailboxes, etc. in the front yard without rules/regulations (page 22 Chapter 3.4.3).

R - There are standards for walls, fences, and berms (page 70).

Q - Asked what the "notes" within the document referred to.

R - Footnotes were lost in formatting.

➤ Add back footnotes.

Q - Why the removal of minimum lot widths (pg. 10)? Would like to see minimum lot widths added back in.

R - Intention is to provide and maintain flexibility within a development site. Builders and homeowners are looking for flexibility.

Discussion was held regarding setbacks. Request was made to increase the RS district to 20' setbacks and increase the RT district to 15'. The setback in the RM district was changed from 5' to a 0' setback. Mr. Lewis again encouraged flexibility.

Q - Asked to consider lowering the acreage in the RP district to 1 acre or 1 ½ acres; or raise the RS district to 1 acre to allow more people; or perhaps add another district between RS and RP.

R - It is allowed currently; there is nothing that requires a smaller lot. Lots can be subdivided into larger lots. Most of the rural preservation area is located in the watershed area which is a sensitive area and the intent is to keep density very low due to departmental restrictions. Between the districts of RS, RP, and RT, most of the Town's residential needs are taken care of. Adding an additional district is unnecessary. Need to keep it simple.

C - Section 2.4-District Standards: Under (1.C)-Perimeter Buffer, and RM District: The RP district should be included in this section revising the requirement to read "None unless adjacent to existing RS, RT, and RP".

➤ Revise language to include RP district.

C – Recommendation made that in Section 5.1.5.1A.-Landscaping Types: Mixed Use and Multi-family Residential, Minimum Buffer Width be changed from 10ft to 25ft. when only adjoining the RS, RT, and RP districts; and Industrial increased to 50ft.

R - A minimum width can be set, but it can be increased as part of the conditional use process. Setting a maximum takes away the Town's flexibility in conditional zoning.

- Change the use table to require all Mixed Residential Uses to be as conditional zoning with no minimum buffer width predetermined.

Q - A previous recommendation was made to require the RS district to keep 10% of land as open space, and RM district 30% open space in efforts to prevent higher density in rural areas, keeping higher density development closer to the town core; why is it not changed?

R - Mr. Lewis stated Troutman has very little land zoned RM. Therefore, RM zoning is mainly by request. Land zoned RS, if priced right has the open space priced in (all standards are priced in). It all depends on the Town's intention, whether to provide larger lots or preserve common space. Generally speaking, as towns are formed smaller lots are closer into town and larger ones are further away. If the goal is to get developers to build larger lots, it is a market issue and nothing to do with the Town's standards. Planning Director Martin stated that the UDO Committee liked the idea, but Mr. Lewis responded back that it would not achieve what the group is trying to achieve.

C - Change is needed in calculating open space to call it as it is, with the knowledge of the exact buildable acreage.

- Change open space requirement in the RS district to 10%.

Q - Asked that the language be consistent and specify the number of dwelling units (pg. 10).

- Correct language to be consistent and more specific.

C - Mr. Lewis encouraged that the Town keep in mind that as growth occurs in the country, state and region, Troutman has no zoning for 80% of the population because growth is occurring in one or two person households/single parent households. There is a reason why developers are not building ½ acre lots: children are leaving home later in life, we are living longer, and single parent households. They are building to the demographics. Troutman is fighting an uphill battle against a 20 year demographic curve.

Q - Why the reduction in parking spaces for commercial development.

R - Parking represents a high percentage of every community's buildable area which are areas that are impervious. More impervious surface from an environmental standpoint is a bad thing. Encouraged the Town to not be so concerned of setting a minimum parking standard.

C - Parking locations are not consistent throughout the document.

- Revise to make the document consistent regarding the location for parking.

Q - Questioned the ratio of 2 parking spaces per 1000 sq. ft. minimum, and 4 spaces per 1000 sq. ft. maximum allowed for restaurants.

R - Reduction of impervious area/amount of asphalt. Can exceed the amount, but can only exceed by the following options: 1) with pervious surface (ex: gravel or grass), 2) a conditional use permit, 3) smaller places could be exempt from the maximum standard, or 4) no standard.

C - Being market driven, it would be getting away from the concept if maximum spaces are set. Do not want to limit. Further discussion requested regarding parking standards.

Q - Questioned the exemption of single-family detached residential and two-family residential from General Parking Provisions.

C - Exemptions can be applied for through the Board of Adjustment.

- Remove exemption of single-family detached residential and two-family residential from General Parking Provisions

C - Chapter 3 Land Use Provisions-Permitted and Special Use Chart: Chapter references are off.

- Correct references column.

Q - Difference between Distribution and Warehousing, principal verses accessory, and what is allowed by-right or conditional use/special use.

C - In the current UDO, Distribution requires a SUP and warehousing is by right; and distribution as an accessory to warehousing. In the revised UDO, distribution is permitted as principle and accessory. Request was made for it change back to distribution as the principle use requiring a special use permit and/or conditional use.

- Change “Distribution” as the principle use requiring a special use permit and/or conditional use. Keep Warehousing by-right.
- Provide clarity where the line is regarding accessory and principle.

R - Difference between Warehousing and Distribution is how long the product(s) stay in the building. Warehousing is for storage, Distribution is “in and out”. Both are only allowed in the Industrial (I) district.

- Provide better language in defining “Warehousing” and “Distribution”.

Q - Chapter 7 Street Design Standards (pg. 109): Asked to possibly reducing the recommendations for a Transportation Impact Analysis (TIA) by cutting the numbers in half where the developer would have to come in and discuss with the Town the need of a TIA for concerns of traffic and safety; similar to the Town of Mooresville’s street standards. Also add language: that the Town needs to be contacted with the history regarding traffic patterns and growth as well as the local DOT.

- Review Town of Mooresville’s Street Design Standards regarding TIA Standards for possible change. Add language as requested.

Q - Town has no B&B’s at this time, but there is currently one Air B&B. What are other Town’s doing to regulate Air B&B’s?

Q - Can an accessory dwelling be put on private residence and rented out as an Air B&B?

R - Yes, but only one accessory building is allowed.

C - Definitions and standards need to be brought up to 2018.

- To provide standards/regulations from other communities for review.

C - Town has no ordinances to guide or regulate Hotels and Motels.

R - Can regulate in OI and CB through a Special Use Permit (SUP), but they are allowed in HB by-right and there are design standards they would have to meet.

- Establish standards by-right.

Q - Entertainment Uses-Indoors is allowed in OI, NC, CB, HB, and I, but there is nothing under RM in the use table (Chapter 3).

R - It is not permitted in the RM district. Entertainment uses-Indoors, is an indoor rec. center (i.e. bowling alley), more commercial in nature.

Q - Accessory Structures (non-residential) is not listed in the use table (Chapter 3) as being allowed in the RP or RS district; Outdoor Storage (non-residential) in the RP district has an "S" when it probably should be "PS", and Outdoor Storage (non-residential) is not listed as being allowed in the RS district. Would not an agricultural building be considered non-residential.

R - Agricultural buildings would be classified as residential structures.

- Correct error: Outdoor Storage (non-residential) changing "S" to "PS" in the RP district.

Q - Asked that Heavy Manufacturing in the Industrial district be changed from Special Use Permit (SUP) to Conditional Zoning (CZ) in the use table (Chapter 3) that would provide the Town with more control of the use.

- Change to Conditional Zoning.

Q - Asked that Retail Uses (15,000-30,000 sq. ft.) in the CB district, Retail Uses (greater than 30,000 sq. ft.) in the HB district, and Shopping Center (30,000-60,000 sq. ft.) in the CB district all be changed from Special Use Permit (SUP) to Conditional Zoning (CZ) in the use table (Chapter 3).

- Change to Conditional Zoning.

Q - Definitions, Chapter 13.3 (pg. 228): Asked if the definition of Heavy Manufacturing can be revised to include light manufacturing since the district of Heavy Industrial and Light Industrial are being combined into the single category of Industrial.

Q - Building height is being proposed as "story." Why is it being changed to story verses feet, and how many feet define a "story?"

R - The principle reason is that a story is something that the eye can measure. It also allows for flexibility and variability. It is difficult to perceive the difference in a 45' tall building and 50' building.

C - Concerns were expressed for the need to reference the footage for a "story".

R - Height diagram is missing from the draft.

- Put in range of a "story".
- Put missing diagram back.

Q - Chapter 3, Section 3.4.32 Temporary Uses: Asked to put back in under "E" (pg. 35) Mobile Food Vendors (missing in this revision).

- Add mobile food vendors under E in Section 3.4.32

Q - Questioned why Wireless Telecommunication Towers would be allowed in OI, NC, CB, HB & I by-right. Suggested that NC and CB not be allowed by-right but by a SUP.

R - Permitted by-right as long as they are attached to an existing structure. In these districts it would be an apparatus verses a tower.

- Add language differentiating towers and an attached apparatus.

Q - Chapter 5, Section 3.6A, Driveways: Request to change determination of additional driveways (for 150 feet or more of frontage width) from Planning Board to Board of Adjustment or Town Council within the chart. Planning Board is a recommendation board.

R - More appropriate to assign to Board of Adjustment.

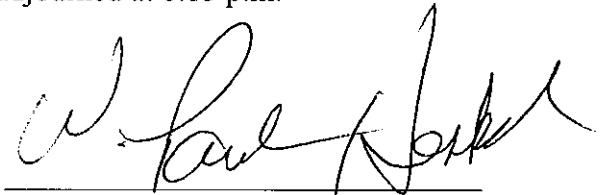
➤ Change from Planning Board to Board of Adjustment.

*Following a short break and due to the time, the two Boards decided to adjourn the meeting and meet at a later date to continue the question/answer session.*

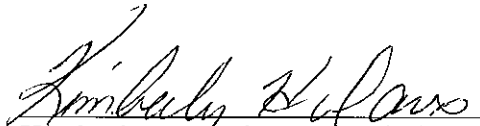
(Copied in full, Draft UDO, and UDO Summary of Changes is attached to and made part of these Minutes and is filed on CD titled: "Town Council Supporting Documents" dated July 23<sup>rd</sup>, 2018 in CD Book #1 titled: "Town Council Supporting Documents")

### **ITEM 3: ADJOURNMENT**

Upon motion by Council member Bryant, seconded by Council member Jablonski, and unanimously carried, Joint meeting of July 23, 2018 was adjourned at 8:13 p.m.



W. Paul Henkel, Mayor Pro Tempore



Kimberly H. Davis, Town Clerk

